

**Key Details:**

Job Title: Recreation Lead – Facility

Type: Full-time, Contract (1 year)

Location: 3701 Danforth Avenue, Scarborough, ON M1N 2G2. This is a fully on-site position.

Rate: \$23.00 – \$27.00 per hour, based on experience and qualifications.

Deadline: Submission of cover letter and resume are due no later than October 3, 2026.

Reports to: Coordinator, Facility

Vacancy: This is a position to be filled.

AI Disclosure: Variety does not use artificial intelligence or automated tools to screen, assess, or make hiring decisions. All applications are reviewed by our hiring team.

Variety is committed to building an inclusive workplace that embraces diversity, values differences, and supports the full participation of all employees. We welcome applications from those who are passionate about contributing to a workplace culture where everyone feels valued and included. We welcome applications from racialized persons/persons of colour, Indigenous persons, persons with disabilities, 2S & LGBTQIA+ persons, and anyone who can add to the diversity of our team.

About Us:**VARIETY GROUP OF COMPANIES OVERVIEW**

There are three companies that make up the Variety Group of Companies (Variety):

- Variety - the Children's Charity (Ontario)
- Variety Village
- Variety Club of Ontario – Tent 28

Variety - the Children's Charity (Ontario) supports programming for children with a disability at Variety Village and throughout the province. Variety programming is inclusive and powered by sport, transforming the lives of individuals and families, while creating more inclusive communities across Ontario.

Variety - the Children's Charity (Ontario) is funded through individual donors, corporate sponsorship, fundraising activities, federal and provincial governments, and foundations.

Variety - the Children's Charity (Ontario) is part of an international charity that has been in operation since 1928. The charity began in Pittsburgh and spread throughout the United States. The

chapter in Ontario was the first chapter outside the United States and is now one of the 5 Variety Chapters in Canada. It was founded in 1945, and the original mission of the charity was to build a school for boys with a disability who could not receive an education in the mainstream school system. The school was called Variety Village.

Variety Village operated as a school until it became a centre of para-sport excellence.

Since the 1970s, Variety athletes and coaches have represented Canada at every summer Paralympic games. Currently, Variety Village is a 170,000 square foot facility and operates as a fitness centre for the general community as well as offering programs, training and camps for children of all ages and abilities.

Vision Statement:

“A Welcoming Community and World-Renowned Facility that Empowers All.”

Mission Statement:

“As a Charity, we embrace a people first philosophy, prioritizing inclusivity and support for all. Our Mission is to empower individuals to connect, thrive, and achieve their personal bests.”

Values:

Inclusivity: We host events, deliver programs, and create programs for all.

Respect: We foster a culture of mutual and equal respect.

Trust: We create a safe and trustworthy environment for active participation and are a trusted source of expertise.

Empowerment: We facilitate personal growth and development.

The Opportunity:

The Recreation Lead – Facility is responsible for supporting the daily operations of Variety Village’s facility to ensure a safe, inclusive, and well-maintained environment for members, participants, and staff. Working closely with the Facility Coordinator, this role provides on-the-ground support and coaching to part-time staff, oversees equipment setup and maintenance, ensures facility readiness for programs and events, and assists with safety and accessibility initiatives. The ideal candidate has strong organizational and communication skills, demonstrates leadership and initiative, and brings experience in recreation facility operations.

Key Areas of Responsibility:

Facility Operations & Safety

- Support daily facility operations in accordance with Variety Village policies, procedures, and expectations.

- Support inclusive and active recreation that promotes well-being, participation, and engagement.
- Help maintain a safe, welcoming, and stimulating environment for participants and members, including individuals with disabilities.
- Understand and follow emergency procedures, safety protocols, and incident reporting requirements.
- Respond appropriately to emergencies and provide first aid or other required emergency assistance within the scope of certification.
- Work in and/or provide on-site leadership in various areas of the facility as required.

Staff Leadership & Support

- Provide day-to-day guidance, support, and coaching to part-time facility staff.
- Assist with finding staff coverage when required.
- Provide on-the-job coaching and direction to staff to support consistent service and facility standards.
- Monitor completion of required administrative tasks and documentation.
- Identify and communicate staff performance, attendance, or operational concerns to the appropriate Coordinator.
- Assist with new employee orientation, training, and seasonal in-service training.

Equipment & Facility Readiness

- Conduct regular equipment checks to ensure equipment is safe, functional, and properly maintained.
- Complete monthly pool and equipment inspections as assigned.
- Ensure emergency equipment is appropriately stocked, operational, and replaced when required.
- Assist with equipment setup, takedown, organization, and inventory.
- Ensure facility spaces and equipment are prepared for programs, activities, and events.

Administration

- Maintain accurate records related to facility operations, inspections, equipment, and staff activities.
- Complete required documentation accurately and within established timelines.
- Perform other related duties to support departmental and organizational needs.

Training & Professional Development

- Attend staff meetings, training sessions, and seasonal in-service training relevant to assigned responsibilities.
- Maintain all required certifications and demonstrate required National Lifeguard physical and practical skills.
- Participate in ongoing training and professional development as required.

Qualifications & Requirements

- Post-secondary education in Recreation/Leisure, Sports Administration, Physical Education, or a related field is a strong asset.
- Minimum 2 years of experience working as a lifeguard.
- Current and valid:
 - National Lifeguard – Pool
 - Standard First Aid with CPR-C & AED or Intermediate First Aid
- Airway Management, Basic Life Support, Lifesaving Instructor, First Aid Instructor, and/or Crisis Prevention & Intervention training is an asset.
- Previous experience providing leadership, coaching, or supervision to staff is an asset.
- Strong leadership, communication, organizational, and interpersonal skills.
- Excellent customer service and public engagement skills.
- Strong decision-making, judgment, and problem-solving abilities.
- Dependable, reliable, punctual, and able to work effectively in a team environment.
- Ability to work independently while following established policies, procedures, and direction.
- Demonstrated commitment to inclusion, accessibility, and supporting individuals with disabilities.

How to Apply:

Expressions of Interest should include a resume and cover letter addressed to Human Resources at humanresources@varietyontario.ca

Variety Village is committed to providing an inclusive and accessible recruitment process. Accommodation requests can be made at any stage of the recruitment process, provided the applicant meets the qualifications and requirements outlined in the job posting. Applicants are encouraged to communicate their accommodation needs when contacted.

We thank all candidates for their submission. Only shortlisted candidates will be contacted with further details regarding the next stage(s) in the interview process, which will include in-person interviews and a practical component.

For more information, please visit: www.varietylvillage.ca